Board of Selectmen
Minutes
Tuesday, February 28, 2017 at 7:00pm
Town Hall Meeting Room

The meeting was called to order at 7:00pm by Chair Ken Swanton in the Town Hall Meeting Room. Selectmen Ron Ricci, Stu Sklar, Alice von Loesecke and Lucy Wallace were in attendance as well as Town Administrator Tim Bragan, Assistant Town Administrator Marie Sobalvarro and Executive Assistant Julie Doucet.

Harvard General Store – Liquor License Hearing
Swanton opened the hearing by reading the hearing notice. He then asked owner Scott Hayward to come forward. Hayward is requesting his beer and wine off-premise license be changed to all alcohol. He said patrons of the store have made this request.

Public in favor
Pat Jennings, 11 Fairbank Street, spoke as an abutter who supports the requested change. She said Hayward is a responsible business owner and she expects this will continue.

No public spoke against the request.

On a Ricci/Wallace motion, the board voted unanimously to close the public hearing.

Wallace asked if their insurance was up to date. Executive Assistant Julie Doucet confirmed it was. Doucet stated all abutters were notified as required and the Selectmen's office did not receive any public input for or against the request.

Ricci asked if conditions or the licensed premise would be changing. Bragan said the only change being requested is to allow the sale of all alcohol instead of only beer and wine.

On a Wallace/von Loesecke motion, the board voted unanimously to grant license per application. Ricci amended the motion to include retaining of current license conditions. The board voted unanimously on the amendment.

Minutes
On a Ricci/von Loesecke motion, the board voted unanimously to approve minutes of 2/3 and 2/7, as presented.

Devens ballot question outreach
Wallace and Sklar shared a draft postcard for a town-wide mailing. The postcard invites the public to a public forum about the ballot question. Wallace said Victor Normand who served on the Devens Economic Analysis Team, Peter Lowitt Devens Land Use Administrator and Senior VP Thatcher Kezer from MassDevelopment have all committed to being panelists at the forum. The public forum will be held in the Town Hall Meeting Room on March 23rd. The board members offered some revisions to the phrasing used on the post card. They also discussed how the town website will be used to help promote the forum and provide the public with background information. Wallace will update the postcard for review by Town Counsel before mailing.

Net metering agreement
John Typadis from Oak Square Partners and two of his associates explained wetlands on the property were not adequately identified therefore requiring a redesign of their system. The redesign caused an increase in cost to develop the project requiring them to offer a lower discount rate. Eric Broadbent from the Energy Advisory Committee said the pricing is still favorable and the committee recommends moving forward with the agreement.
On a Ricci/Sklar motion, the board voted unanimously to approve the revised net metering agreement.

Town Administrator report
Bragan reported a meeting was held to review the draft lease. He expects it will be ready for approval at the next meeting.

Bragan will distribute the OPEB (Other post-employment benefits) actuarial valuation report.

Bragan reported the state has determined early voting is an unfunded mandate on local governments and expects more to come from the state on this.

Bragan said Montachusett Regional Vocational Technical School sent a letter to all stakeholders requesting a review of their agreement.

Bragan shared with the board upcoming events being held at the Unitarian Universalist Church.
He commented on recent issues with parking. Ricci offered to contact the event coordinator to discuss this further.

Bragan asked the board to vote to authorize Assistant Town Administrator Marie Sobalvarro to sign contracts in his absence. On a Wallace/Ricci motion, the board voted unanimously to authorize Sobalvarro to sign contracts.

Library Trustees – One-day liquor license request
Bragan informed the board of a one-day liquor license request from the Library Trustees. They are holding a ten year anniversary event for the opening of the new library and will have a champagne toast. He asked the board to consider waiving the hearing requirement and fee for this department's request. On a Wallace/Sklar motion, the board voted unanimously to waive the policy requiring a hearing and the fee. The board will act on the license at their next meeting.

Bragan announced he will be on medical leave for six weeks.

Town Administrator annual review policy
On a Ricci/Wallace motion, the board voted unanimously to accept modification to policy and procedures.

Out of state travel request
On a Ricci/Wallace motion, the board voted unanimously to approve out of state travel for Police Chief Denmark. He is attending a one day conference in Maryland.

Part time officer
On a Ricci/Sklar motion, the board voted unanimously to accept request from Police Chief Denmark to appoint Carlton Ford.

Town Hall invoice
Final payment has been requested from GVW Inc. to complete the project. Bragan said a final meeting was held with the owner's project manager, architect and GVW to go over outstanding issues and decide on final price. He indicated the two remaining items to be addressed by GVW are the closing of the front door and the wavy edges on the screen in the meeting room.
On a Wallace/ von Loesecke motion, the board voted unanimously to approve the final payment of $85,397.26 to GVW.

Housing @ Hildreth House appointment
On a Wallace/Ricci motion, the board voted unanimously to appoint Pablo Carbonell to the Housing @ Hildreth House Committee.

Annual Town Meeting Warrant review
Bragan distributed version eight of the draft warrant. He went through each article one by one.

Ricci questioned article 18 for the conservation fund still having an amount of $200,000 instead of the $20,000 the board discussed at a prior meeting. On a Ricci/von Loesecke motion, the board voted to change the dollar amount as it was listed in version seven ($20,000). Wallace asked the board to consider maintaining the amount requested by the commission for consideration by the town at the annual town meeting. (3-2, Wallace & Sklar – nay)

Bragan told the board the School Committee voted not to support the Park & Recreation Director article based on the funding piece.

On a Ricci/Sklar motion, the board voted unanimously to accept draft warrant.

Goals
Von Loesecke has spoken with Wallace and they will have an update for their goal related to improving outreach to the public.

Selectmen reports
Wallace reported the Old Library Accessibility Committee is receiving proposals for schematic designs. They will be meeting weekly to review the proposals and should have a selection for consideration at the last meeting in March.

Von Loesecke reported she has done additional research on insurance coverage for events held in the upper town hall. She indicated it is quite costly to attain the insurance required in the policy currently. She intends to investigate further what other communities do.

Swanton said the School Building Committee is holding a public outreach meeting on Thursday evening at 7pm.

**** On a Wallace motion, the Board voted unanimously by a roll call vote:
Swanton – Aye, von Loesecke – Aye, Sklar – Aye, Ricci - Aye to enter into executive session at 9:10pm, as authorized by Chapter 30A, Section 21. 3, to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Following the executive session, the Board will reconvene only to adjourn. ****

The meeting was adjourned at 9:45pm.

Documents referenced:
Harvard General Store application – dated 2.14.2017
Devens ballot question – postcard dated 2.28.2016
Part time officers – letter dated 2.23.2017
Net-metering information – dated 2.23.2017
GVW invoice – dated 2.12.2017
ATM warrant – version 8